

charges and such accounting classifications as may be required.

(2) The issuing office shall complete the "For Use of Issuing Office" section of the GBL, including any GBL to be used by a contractor as shipper. Failure of the issuing office to show the date and number of the contract, purchase order, or other authority for the shipment and failure to show the f.o.b. point named therein may result in a carrier's refusal to accept the shipment from the contractor-shipper. Accountability for GBL's used by a contractor-shipper remains with the issuing office. Thus the name and title of the issuing officer and the name and address of the issuing office, rather than those of the contractor-shipper, must appear on the GBL.

(3) Erasures, interlineations, or alterations in GBL's must be authenticated and explained by the person who made them.

(4) Subpart 101-40.7 provides a uniform system and forms for agency documentation of discrepancies or deficiencies incurred in shipments of materials to enable initiation and processing of claims against carriers for loss and damage, shortages, and the disposition of overages.

[42 FR 36672, July 15, 1977, as amended at 49 FR 14106, Apr. 10, 1984; 50 FR 30708, July 29, 1985]

#### **§ 101-41.302-5 Pickup and delivery services.**

(a) Pertinent sections on the GBL indicating that the carrier furnished pickup service at origin shall be completed and initialed by the shipper or shipper's agent. In certain instances the tariff covering this service provides charges that are in addition to the line-haul rate or charges.

(b) When a shipper or consignee so requests and if the carrier furnishes delivery service at destination in connection with a less-than-carload or an any-quantity rail shipment or on shipments by other modes of transportation, the carrier shall check the appropriate box in the "Certificate of Carrier Billing" section on the GBL.

[50 FR 30708, July 29, 1985]

#### **§ 101-41.302-6 Special services.**

(a) Additional information or facts necessary to support higher charges resulting from accessorial or special services ordered and furnished incident to the line-haul transportation shall be inscribed on the face of the GBL in the section designated "Marks and Annotations" or on the reverse side of the GBL beneath the caption "Special Services Ordered." The inscription shall contain the name of the carrier upon whom the request was made and the kind and scope of services ordered and shall be signed by or for the person ordering the services. If such an inscription is impractical, a statement containing the information and bearing the number of the covering GBL and signed by or for the person who ordered the services will be acceptable.

(b) When the GBL is not available, the original and one copy of the statement shall be given to the carrier from whom the services were ordered. The original shall be transmitted to the billing carrier for presentation with the bill for all transportation charges.

(c) When accessorial or special services are requested but not furnished, the GBL shall be so annotated by the carrier.

[42 FR 36672, July 15, 1977, as amended at 50 FR 30708, July 29, 1985]

#### **§ 101-41.302-7 GBL correction notice.**

SF 1200 is used to alter or correct the GBL and the personal property GBL. It is a single sheet form, and the number of copies to be prepared and distributed will be a matter for each Federal agency to establish. Recipients of a correction notice will alter or correct the GBL as indicated on the notice and attach the form to the GBL. Preparation of SF 1200 is not required when alterations or corrections are made prior to the distribution of the GBL. The form is not subject to the provisions of the Paperwork Reduction Act of 1980 (94 Stat. 2812, 44 U.S.C. chapter 35).

[49 FR 14106, Apr. 10, 1984]